

**POLSON RURAL FIRE DISTRICT  
BOARD MEETING MINUTES**

**Fairgrounds Fire Station No. 1**

**May 13, 2020**

**6:00 p.m.**

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

**Board trustees present:** Fred Nelson, John Doty, Dick Wunderlich, Ron Roberts, R. Jack Clapp.

**Board trustee absent:** None

**Staff:** Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

**Guests/Visitors:** Lake County Commissioner Bill Barron, Alison Meslin, Nancy Cameron, Chair Volunteer Membership Jeff Veach, Matt Dougherty, Chris Moldenhauer.

**Call to Order** – {00:04} Chair Nelson called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited. Attendance was entered into the minutes.

**OATH OF OFFICE** – {01:05} Lake County Commissioner Bill Barron administered the oath of office for Trustee Roberts and Trustee Wunderlich. Trustees and guests offered a round of applause. Chair Nelson thanked Commissioner Barron for administering the oath of office. Trustee Roberts and Trustee Wunderlich elected by acclimation term of office May, 2020 to May, 2023.

**Minutes April 15, 2020** {03:05} – **Trustee Wunderlich motion to approve April 15, 2020 minutes. Trustee Roberts second.** Public comment: None. **Motion passed unanimously by voice vote.**

**Communications** {03:40} – None.

**Claims** {03:49} – Trustee Doty noted the Mission Valley Power bill in the amount of \$996.03. Chief Gieser reported Station No. 1 pay schedule 30 rate at .05450 per KWH, Stations No. 2 and 4 pay schedule 20 rate at .07950 KWH Station No. 2 has propane alternate heat and the square foot area is smaller. The bill will be reviewed further. Trustee Roberts suggested the thermostat lowered to 60 degrees. Trustee Wunderlich noted the equipment delivered from Sioux Falls, South Dakota to Twin Bridges Volunteer Fire Dept. and Tri-Lakes Volunteer Fire Dept. Helena each department payed \$500. Chief Gieser delivered Wt-311 to Sioux Falls and transported the equipment on the return trip. The funds were deposited in operating fund #7245. Public comment: None. **Trustee Wunderlich motion to pay bills. Trustee Roberts second. Motion passed unanimously by voice vote.**

**TREASURY REPORT FOR MONTH ENDING APRIL 30, 2020** {07:58} –

Fund balances - Lake County Treasurer reports posted and balanced April 30, 2020 close of business. Operating fund balance includes April expenditures approved May 13, 2020.

FUND # 7245 Operating Fund . . . . .	\$ 77,980.56
FUND # 7244 Voted Levy (5 mills with sunset) . . . . .	\$ 36,768.14
FUND # 7246 Capital Improvement Fund . . . . .	\$ 39,818.99
FUND # 7243 Voted Levy Operating Fund .(transition fund) . . . . .	\$ 18.34

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Check numbers 7438 - 7454, both inclusive

Represents April, 2020 claims

\$ 9,165.69

Approved May 13, 2020

Public Safety:

Fire Chief payroll April 10, 24, 2020 (gross) \$3,384.62

Employer expense match SS & Medicare \$ 258.92

Quick books processing fee \$ 3.50

A1-101 deposits - Deposit to Fund #7245 Operating Fund

4/30/20 A1-101 115758 Check #3234 Twin Bridges Volunteer Fire Dept. \$500.00

Fuel stipend deliver chassis from Heiman Fire, Sioux Falls, SD  
to Helena, MT courtesy Chief Gieser

5/11/20 A1-101 115859 Check #3900807 Tri-Lakes Volunteer Fire Dept. \$500.00

Fuel stipend deliver booster tank from Heiman Fire Sioux Falls, SD  
to Helena, MT courtesy Chief Gieser

Chief Gieser reported the delivery was cost saving for the departments, therefore the departments offered \$500 each which paid most of the round trip fuel expense to delivery Wt#311 to Sioux Falls, SD. It is considered mutual aid as government to government.

April journal vouchers transmitted to Scott Beggs, Lake County Finance

The journal vouchers are posted in the fund balances listed above.

RECAP

JV CASH TRANSFER' \$70,789.64

FROM Fund #7246 Capital Improvement Fund

TO Fund #7245 Operating Fund

Station #4

JV#F-5703 April, 2020

Cash transfer TO Fund #7246 Capital improvement fund

\$60,560.00

FROM Fund #7244 5-mill voted levy fund

JV#F-5703

Reference: FY 2019-2020 adopted budget

Transfer of funds

**From FUND #7246 CAPT IMP TO FUND #7245 OP \$33,450.00**

**WT#311 {Tender #2 for upgrade} Paint, Heiman Fire, G3 Fire**

JV#F-5703

Commissioner Barron reported the real property tax collections are greater than at the same date last year. Public comment: None. **Trustee Clapp motion to approve treasury report. Trustee Roberts second. Motion passed unanimously by voice vote.**

**CHIEF'S REPORT**{15:26} – Chief Gieser reported April, 2020 activity.

Response

1). Grass fire Wall Street and Turtle Lake Loop; 2). Smell of smoke 33019 Meadow Road; 3). Public assist Highway 93 and Fox Lane; 4). 45750 Meadow Lark Spur structure fire; Station No.2

Volunteers responded in six minutes and did an outstanding job. The content loss inside the airplane hanger is \$775,000. The water and smoke damage to the motor home, fifth wheel trailer, pontoon boat, golf cart, mowers, jet skis, and pressure washer. The building is still standing. 5). 27258 Lazy Bear Lane deck fire; The fire response doom in Big Arm is airplane hanger at Meadow Lark Spur and deck fire two blocks away at Lazy Bear Lane. 6). 37546 Highway 35 controlled burn; 7). 37546 Highway 35 controlled burn; 8). Smoke sighting gravel pit north Reservoir Road; 9). Ambulance assist 37206 Highway 93; 10). Controlled burn Highway 93 and 5th Street; 11). Controlled burn Big Arm State Park; 12). Motor vehicle accident 33645 Fox Lane; 13). Mutual aid to Hot Springs fire; 14). Vehicle of the road Hellroaring Road; 15). Confined space rescue 41710 Bay Point Road; 16). Vehicle accident Skyline and North Reservoir Road; 17). Vehicle accident Irvine Flats Road; 18). Mutual aid to Ronan fire for a tire fire; 19). Tree on fire Kings Point Road; 20). Ambulance assist Irvine Flats Road; 21). Road right of way fire Irvine Flats Road.

Comments: Commission Barron commented regarding road access issues at Big Arm between the county and tribal government. The judge in summary judgment ruled against the county singling out one block. The decision can be appealed. Although the county indicated it is a good decision and no appeal is forthcoming. There is access for fire service and a route to the fire station. The entrance gate is unlocked. Chief Gieser commented the fire response doom in Big Arm is the airplane hanger at Meadow Lark Spur and deck fire two blocks away at Lazy Bear Lane.

## Administration

Submit RFC grant application

Follow up report for 45750 Meadow Lark Spur

Follow up report for 27258 Lazy Bear Lane

Screen 1500 ft 1 3/4 hose

Screen 1500 ft 3 inch hose

Screen 1 case of #1 shovels

Screen 1 case of McLeod tools

## Repair and Maintenance

Repair toilet valve at Station 2

Reprogram APX portable radios

E-316 service unit, lube chassis, replace frozen master gauge, replace emergency light switch, repair d/s mirror

Reprogram PM 1500 mobiles

E-333 replace rear differential sensor, rebuild sensor harness

Replace light ballast Station 1 meeting room

U-301 service unit

E-318 replace bypass coolant line from turbo charger to radiator tank

Public comment: None. Chair Nelson thanked the volunteers for the exceptional six minute response at Meadow Lark Spur and long hours at the tire fire.

**MEMBERSHIP REPORT {30:33}** – Jeff Veatch reported on the first training in two months with Station 1 and 4 trained together and Station 2 and 3 trained together to limit distancing and exposure during COVID-19. Officers reelected were Jeff Veatch, Chair; Will Silverman, Vice-Chair; Jane Clapp, Secretary-Treasurer. A combi tool was discussed for Station 2 along with a chain saw and other items. The purchases are discussed in two separate meetings and purchases reviewed with the chief. Chief Gieser located a combi tool for approximately \$9,000. The membership has been discussing safety, limiting exposure, and using personal protective equipment at incidents. The

hamburger feed in Big Arm will likely be rescheduled. An appreciation retirement plaque will be presented to Vince Rubino. Chair Nelson congratulated Jeff on being reelected and doing a great job. Trustee Wunderlich asked if the membership plans to contribute funds for Wt-311 upgrade. The membership is discussing the contribution and will advise during the FY 2020-2021 budget discussion. Chair Nelson suggesting moving the hamburger feed to later in the summer. The community appreciates the event. Chair Nelson thanked Jeff for the report.

### OLD BUSINESS:

-- None --

### NEW BUSINESS:

**ELECTION OF OFFICERS {35:24}** - The three positions are chair, vice-chair, and secretary-treasurer for a one year term, May, 2020 to May, 2021. Nominations are open for chair. **Trustee Roberts motion nominate Fred Nelson. Trustee Wunderlich second.** Chair Nelson asked twice for any other nominations; none heard. Moved and second nomination cease. **Motion Fred Nelson serve as chair passed unanimously by voice vote.** Nominations are open for vice-chair. **Trustee Clapp motion nominate John Doty. Trustee Wunderlich second.** Chair Nelson asked twice for any other nominations; none heard. Moved and second nominations cease. **Motion John Doty serve as vice-chair passed unanimously by voice vote.** Nominations are open for secretary-treasurer. **Trustee Clapp motion nominate Dick Wunderlich. Trustee Doty second.** Chair Nelson asked twice for any other nominations; none heard. Moved and second nominations cease. **Motion Dick Wunderlich serve as Secretary-Treasurer passed by voice vote.** (Note Trustee Wunderlich voiced an opposing vote). **The officers in place for the term May, 2020 to May 2021 are Chair Fred Nelson, Vice-chair John Doty, and Secretary-Treasurer Dick Wunderlich.** Chair Nelson appreciates the board's trust and support. Congratulations to Vice Chair Doty and Secretary-Treasurer Dick Wunderlich.

**FY 2020-2021 BUDGET COMMITTEE APPOINTMENTS {38:01}** - Chair Nelson requested Trustee Wunderlich serve as chairman. Committee members are Trustee Roberts, Chief Gieser, Bonnie Manicke, Alison Meslin, and Jeff Veach representing the Volunteer Fire Association. The meetings are important to establish a time line and submit a final budget for each fund to Paula Holle, Lake County Clerk & Recorder no later than Wednesday, August 26, 2020. Trustee Wunderlich anticipates an early budget completion in July. **The committee will establish a budget to include all funds, specifically Fund #7244 Voted 5-mill Levy, Fund #7245 Operating, and Fund #7246 Capital Improvement.** Commissioner Barron advised county wide Lake County estimates a reduction of seven percent. Chair Nelson appreciates the budget committee to prepare a budget to maintain consistency with line item allocations.

**ENGINE #328 REPLACEMENT – {39:35}** Chief Gieser reported the district accepted a \$150,000 anonymous grant payable in three years \$75,000 receivable 2020, \$50,000 receivable 2021, and \$25,000 receivable 2022. The additional infusion of cash in addition to good budget management allows the district to plan future upgrades. Project upgrade Wt 311 is in progress, other apparatus replacements and breathing apparatus replacement are the large ticket items identified in the grant. Missoula Rural is purchasing an new aerial truck and two new engines. Polson Rural Fire District Engine #328 will be available as excess property. Missoula Rural Chief Newman has a 1995 unit government to government transfer for sale. The tentative purchase number is \$10,000

to \$15,000. Chief Gieser plans to suggest \$10,000 to purchase the unit. Missoula Rural will accept term payments at zero interest. Chief Gieser serviced the unit during employment at Missoula Rural 1995 to 2017. Engine #328 in Big Arm has a 750 gallon booster tank. The Missoula unit has a 500 gallon tank, however the unit has a lifetime guarantee plastic tank and a 400 1000 gallon a minute pump attachment. The biggest feature is the chassis is serviceable and parts are available. NFPA rules indicate firefighters should ride behind the doors seated and belted in. In the #328 unit, the firefighters are not behind the door although belted in. Therefore engine #328 is not NFPA compliance. The body in the back is aluminum, therefore no rust component. It is a 250hp, DQ466, with allison transmission. The unit is rescue style body with a lot of compartment space. Missoula Rural time line for the new equipment is July or August. The agenda item is for the board to review. In conclusion, the unit is a good buy at a reasonable price and would fit pretty well at Station No. 2. Jeff Veach commented Chief Cliff may be interested in Engine #328. Also Engine #337 will be for sale. Trustee Roberts asked if the loose equipment will remain with the unit. Chief Gieser replied the radio will be changed and plans to request most of the loose equipment remain with the unit. Polson Rural has the right of first refusal with Missoula Rural. The engine is a rare find specifically who bought it, where it came from, who took care of it, and the time line care. Chief Gieser and Martin Sago plan to analyze the engine further. The agenda item is information only.

**PER-DIEM POLICY DISCUSSION {53:47}** - Trustee Wunderlich introduced the agenda item. The district has a policy, although it needs updating. Chair Nelson, Trustee Wunderlich, and Bonnie put together ideas in draft form. Trustee Wunderlich suggested the board review the draft, Lake County policy, and the current district policy. Recently Chief Gieser, transported Wt 311 to Sioux Falls, SD. He slept in the sleeper and his wife packed food. Trustee Wunderlich acknowledged Chief Gieser should be reimbursed for the travel. Chief Gieser declined the reimbursement. The policy will be reviewed at the June meeting. Chief Gieser appreciates the per diem policy since it benefits volunteers and others. If the district processes a per diem payment, Chief Gieser plans to donate it back. The policy will be reviewed at the June meeting. Commissioner Barron suggested **Additional consideration** insert appropriate per-diem.

**PUBLIC INPUT ON NON-AGENDA ITEMS {57:05}** – Alison Meslin reviewed the budget committee members. Jeff Veach, Membership President should be added to the committee.

## **ADDITIONAL BOARD BUSINESS:**

**BLACKWELL ENTERPRISES {57:35}** – Trustee Doty requested the completion status of Station 4. Chief Gieser replied Cole Blackwell has not replaced the broken windows, concrete, etc. At some point, the project will sunset with the final payment amount due forfeited. Recently Cole asked for the combination code for the building. No other contact was made.

**AGENDA ITEMS {59:20}** - Trustee Wunderlich informed the board to send all agenda items to Bonnie. Bonnie will email a request to board members and chief with a cut off date and time. Trustee Wunderlich will review the agenda prior to sending to board members and the website.

**JUNE MEETING {58:34}** – Chair Nelson set the meeting for June 10, 6:00 p.m. at Station No. 2 in Big Arm; provided phase 2 of COVID-19 opening progresses..

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**TIRE DEPOT FIRE**{59:53} – Chief Gieser reported Mark Clary, OEM manager requested apparatus used and personnel employees reports for the Tire Depot fire. The water tender contract is approximately \$7,000. Water usage 302.500 gallons and several yards of material supplied by Treasure State Concrete to control the fire. All the neighboring departments worked well together. Chair Nelson appreciates fire notification of serious issues at unusual hours. Alison Meslin asked the cause of the fire. Chief Gieser reported he is not the authority having jurisdiction. Although there is an indication of rudimentary here-site which is similar to a coal mine fire.

**ADDITIONAL COMMENTS** {01:03} - Commissioner Barron commented issues have smoothed out between departments. Chief Gieser indicated the district is making progress completed expeditiously and frugally with quality products. He appreciated the cooperation from the commissioners. The use of the county flatbed to save on equipment transportation expenses has proven to be exceptional. The county road department and staff is greatly appreciated. Chair Nelson commented Chief Gieser has been on staff less than three years. Capital projects completed include an additional station and a water tender upgrade. Chief Gieser acknowledged the projects are a result of everyone working together to provide improvements for the entire district.

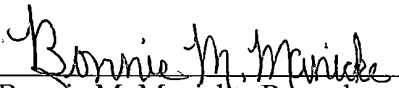
**ADJOURN** {01:05} - **Trustee Doty motion to adjourn. Trustee Roberts second. Motion passed unanimously by voice vote.**

**ADJOURN 7:07 P.M.**

**The June 10<sup>th</sup> meeting is scheduled at Station No. 2 in Big Arm.**

  
Fred J. Nelson, Chair

  
Dick Wunderlich Secretary-Treasurer

  
Bonnie M. Manicke, Recorder

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

Wednesday, May 13, 2020

6:00 p.m. Regular Monthly Meeting

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson,, MT 59860

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Station 1 Phone 406 883 4244

OATH OF OFFICE

LAKE COUNTY COMMISSION BILL BARRON

TRUSTEE ROBERTS, TRUSTEE WUNDERLICH

- TRUSTEES MEETING INCLUDES: COMMENT BY RAISING YOUR HAND

REVIEW MINUTES – APRIL 15, 2020

BONNIE

COMMUNICATIONS

BONNIE

REVIEW AND APPROVE CLAIMS

CHIEF GIESER & BONNIE

TREASURER'S REPORT

BONNIE

CHIEF'S REPORT

BONNIE

MEMBERSHIP REPORT

CHAIR JEFF VEACH

- OLD BUSINESS : COMMENT BY RAISING YOUR HAND

- NEW BUSINESS : COMMENT BY RAISING YOUR HAND

ELECTION OF OFFICERS

CHAIR NELSON

BUDGET COMMITTEE APPOINTMENTS

FOR FY 2020-2021 -

CHAIR NELSON

ENGINE #328 REPLACEMENT

CHIEF GIESER

PER-DIEM POLICY DISCUSSION

TRUSTEE WUNDERLICH

- PUBLIC INPUT ON NON-AGENDA ITEMS

- ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO  
ATTEND AND PROVIDE HELPFUL COMMENTS.

ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE

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POLSON RURAL FIRE BOARD OPERATING FUND #7245  
April 2020 claims approved 05/13/2020

Num	Description	Memo	Category	Amount
7439	Century Link	Acct#411978591 883-4244 Fairgrounds Stn #1 landline	317 Phone {Landline} - Fairgrounds Stn.	-63.06
7440	City Of Polson	Utility Billing Acct 7304 FairgroundsStnFillSpout	316 Water Fill Spout - Fairgrounds Stn.	-61.34
7441 S	Davis & Brown CPAs PC	Inv#6084 4-03-20 calculate electronic payroll tax deposit	345 Payroll Accounting Fire Chief Salary	-8.58
		nv#6084 4-06-20 First Qtr payroll report	345 Payroll Accounting Fire Chief Salary	-66.00
		nv#6084 4-08-20 Run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-16.50
		nv#6084 4-22-20 Run pyrl w/reports	345 Payroll Accounting Fire Chief Salary	-16.50
7442 S	Flathead Signs & Graphics	Design helmet decals	204 Turnouts Structure & Wildland	-25.00
		12-reflective helmet decals	204 Turnouts Structure & Wildland	-60.00
		1-reflective J Clapp red	204 Turnouts Structure & Wildland	-5.00
7443	Lorinda Freeman	Inv#6 April 2020 Fairgrounds Stn. weekly cleaning	321 Cleaning Services - Fairgrounds Stn.	-125.00
7444 S	Gordon Gieser	4/16/20 Overnight Heiman Contract #311	201 Operating Supplies	-31.35
		4/29/20 HarborFreightMsla hitch pin	201 Operating Supplies	-3.99
7445 S	Mission Valley Power	Location #2806820000	302 Electricity - Big Arm Station	-113.42
		Location #2876820001;2876820002 {1-security light}	302 Electricity - Big Arm Station	-10.05
		Location #2400744000	315 Electricity - Fairgrounds Station	-485.02
		Location #1401370000	322 Electricity - Stn #4 36300 CaffreyRd	-387.54
7446 S	Mission Valley Security, Inc	Invoice #20319 hydo test fire extinguisher	203 Chemicals, Foam	-19.75
		Invoice #20319 O-ring	203 Chemicals, Foam	-0.90
		Invoice #20319 valve stem	203 Chemicals, Foam	-4.50
		Invoice #20319 ABC fire extinguisher ppwder	203 Chemicals, Foam	-4.98
		Brought to shop for Drew Hoel	203 Chemicals, Foam	0
7447	Montana Ace Polson	Acct#88542963 Inv#225359087 Stn#2 supplies repair toilet	307 Repairs & Maint. - Big Arm Station	-14.99
7448	Montana State Fund	Policy#03-434961-3 Inv#12934092Workers'Comp Inst 4 of 4	506 Worker's Compensation	-2079.00
7449 S	North Ridge Fire Equi	Inv#3986 wildland brush pants	204 Turnouts Structure & Wildland	-263.46
		Inv#3986 2-spanner wrench	201 Operating Supplies	-24.40
		Inv#3985 1-fire hose coiler	201 Operating Supplies	-261.34
		Inv#3985 1-trailer hitch mount	201 Operating Supplies	-126.00
		Inv#3843 1-white wildland helmet	204 Turnouts Structure & Wildland	-54.00
		Inv#3843 1-1-helmet shroud	204 Turnouts Structure & Wildland	-25.63
		Inv#3843 ground tracking	204 Turnouts Structure & Wildland	-17.46
7450	Out Back Toilets	Inv#6390 Toilet Rental April 2020 Str#4	324 -Maintenance - Station #4	-90.00
7451 S	Polson Auto Parts, Inc.	Inv#580268 wipers Unit #300	211 Vehicle Repair & Maint Supplies	-50.38
		Inv#581407 1-2.5 DEF wt 308	211 Vehicle Repair & Maint Supplies	-10.67



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Num	Description	Memo	Category	Amount
7452	Republic Services	Acct #3-0889-0014329 Inv#0889-002597462	319 Disposal Service - Fairgrounds Stn.	-67.41
7453 S	WEX Bank	Truck #301 Admin vehicle	210 Gas, Diesel, Oil	-110.13
		Truck #300	210 Gas, Diesel, Oil	-116.93
		Truck #301 Flatbed Transport WT#311 to SD Heiman Fire	210 Gas, Diesel, Oil	-1097.34
		Truck #316	210 Gas, Diesel, Oil	-35.14
		Truck #310	210 Gas, Diesel, Oil	-36.31
		Truck #333	210 Gas, Diesel, Oil	-30.45
		Truck #308	210 Gas, Diesel, Oil	-30.30
		Truck #313	210 Gas, Diesel, Oil	-27.69
		Truck #323	210 Gas, Diesel, Oil	-44.05
		Truck #326	210 Gas, Diesel, Oil	-69.04
		Truck #328	210 Gas, Diesel, Oil	-29.18
		Truck #318	210 Gas, Diesel, Oil	-37.16
		NOTE: Stipend fuel reimbursements Deliver parts	210 Gas, Diesel, Oil	0
		from SD to Helena, MT courtesy by Chief Gieser	210 Gas, Diesel, Oil	0
		4/30/20 A101-115758 ck#3234	210 Gas, Diesel, Oil	0
		Twin Bridges Fire Dept \$500	210 Gas, Diesel, Oil	0
		5/11/20 A101-115859 ck#3900807	210 Gas, Diesel, Oil	0
		Tri-Lakes Vol Fire Dept - Helena \$500	210 Gas, Diesel, Oil	0
7454	Lake County	Pynt#9 2016 Ram1500 SSV Crew Cab Pickup VIN 1C6RR7XT2GS235978	615 Loan w LakeCo Chiefs Command Veh #301	-2908.75
TOTAL CLAIMS				-9165.69